

**Council of Academic Deans Meeting
February 14, 2012**

Summary and Action Items

- **Family Campaign and Reorganization of the Development Office:** Dr. Barbara Breier reviewed the guidelines related to the Texas Higher Education Coordinating Board TRIP funding. Also discussed with the Council was the reorganization of Texas State's Development Officers for the State of Texas and the Texas State College/Unit Liaisons. Dr. Breier also reminded the Council that the Family Campaign launches on February 15, 2012.

- **International Student Recruiting:** Dr. Debbie Thorne discussed with the Council that because the hiring of an international recruiter was one of the recommendations that resulted from the International Task Force, an RFP was issued in December 2011 and so far, eight organizations have responded. The organization(s) chosen must be certified by American International Recruitment Council (AIRC). A small committee of Texas State faculty and staff will be assembled to make the selection. Dr. Thorne asked the Deans to contact her with the names of the faculty or staff from their college recommended to serve on this committee.

- **Training Requirements Under SB 1414:** Dr. Ron Brown provided the Council with the emerging details of SB 1414. This legislation stipulates that institutions must provide training in sexual abuse and molestation for all persons involved with camps for minors. Details on this training have not been finalized yet, but Dr. Brown will keep the Council updated. The effective date for this mandate is June 1, 2012.

- **Petty Cash:** Dr. Bourgeois informed the Council that the President is asking for a wider review of all units who use petty cash in their offices. If the usage of petty cash is critical in your offices, please make sure that there is system in place where at least two people are involved in reviewing this documentation and that any procedures are in line with SBS guidelines.

- **Routing Requirements with Regard to Faculty Salary Negotiations:** Dr. Cynthia Opheim informed the Council that any routine budget or salary decisions can be routed through her. These would include items such as adjunct hiring, emergency hires, faculty retention issues, etc. The Provost will continue to make the more significant budget decisions such as new hires, new money, start-up packages, etc.

- **PPS 8.10: Tenure and Promotion:** Dr. Opheim reviewed with the Council three recommended changes for PPS 8.10. These changes are noted in paragraphs 46, 34 and 53.